

0025 21st

AGREEMENT ENTERED INTO THIS 21st day of June, 1961, between the CITY OF ELIZABETH, NEW JERSEY, of the one part, and the City, and PATROLMEN'S BENEVOLENT ASSOCIATION, Elizabeth Local 4, a branch of the New Jersey State Patrolmen's Benevolent Association, hereinafter referred to as PBA or the Association.

ARTICLE I - RECOGNITION

1. The City hereby recognizes the Patrolmen's Benevolent Association, Elizabeth Local 4, as the exclusive and sole representative for collective negotiations concerning salaries, hours, and other terms and conditions of employment for all full-time uniformed Police Department employees of the City of Elizabeth, but excluding the Director, Chief, Deputy Chiefs, Captains, Lieutenants, Sergeants, meter maids, school crossing guards, police matrons, and all "civilian" employees such as office and clerical personnel, electrical repairmen, auto mechanics, or employees on assignment from other Departments.

2. Unless otherwise indicated, the terms "policeman," "policemen," "employee" or "employees" when used in this Agreement shall refer to all persons represented by PBA in the above-defined unit.

ARTICLE II - ASSOCIATION SECURITY (MAINTENANCE OF MEMBERSHIP)

Employees covered by this Agreement at the time it is executed and who are members of the Association at that time shall be members for the duration of this Agreement and the City will not honor revocations from any employee covered by this provision, except as provided herein.

Employees not members of the Association and who desire membership shall confirm their desire to join for the duration of this Agreement by initiating their Association application form and dues deduction authorization forms.

All deductions under this Article shall be subject to revocation by the employees who executed such assignments, upon giving at least thirty (30) days written notice, immediately prior to the expiration date of this Agreement, to assignees and the City Controller. The City Controller and the City Treasurer shall thereafter cease withholding any moneys whatever under such assignments.

Assignees shall have no right or interest whatsoever in any money authorized withheld until such money is actually paid over to them. Money checked off shall be remitted by the 1st and 15th of each month, unless otherwise mutually agreed upon. Once payment is made the City or any of its officers and employees shall be released from all liability to the employee-assignors and to the assignees under such assignments.

If any provision in this contract is deemed to be invalid under any applicable statutes or laws, said invalidity shall in no way affect the remaining provisions of this contract.

### ARTICLE III - ASSOCIATION BUSINESS LEAVE

1. Meetings between representatives of the City and of the PBA, Local 4, for the negotiation of terms of the Agreement or the handling of grievances as prescribed herein shall be scheduled during non-working time of affected employees, except by mutual agreement between the Director

and/or the Business Administrator and the PBA representative.

2. Leave of absence with pay to attend and serve as delegates to conventions of the Association may be granted in writing to not more than four (4) unit employees during a calendar year, with the extent of the leave limited to four (4) days per delegate. Application for leave shall be made in writing to the Director of Police or his designee not less than two (2) weeks in advance.

3. An employee who fails to return to work promptly upon the expiration of authorized leave without reasonable notice satisfactory to his superior shall be subject to disciplinary action in accordance with Departmental rules and regulations.

4. An absence of an employee from duty, including any absence for a single day or part of a day, except as provided by the terms of this Agreement, that is not authorized by a specific grant of leave of absence under these provisions shall be deemed to be an absence without leave. Any such absence may subject the offender to disciplinary action. Any employee who absents himself for five (5) consecutive working days without leave shall be deemed to have resigned, unless such absence is held justifiable by the Director, subject to the grievance procedure.

#### ARTICLE IV - BULLETIN BOARDS

The Association shall have the use of an enclosed and locked bulletin board in Police Headquarters for the posting of notices relating to meetings and official business of the

PBA only. No notice shall be posted until it has been submitted to the Director.

#### ARTICLE V - GRIEVANCE PROCEDURE AND ARBITRATION

In the event that any difference or dispute should arise between the City and the PBA, or its members employed by the City, over the application and interpretation of the terms of this Agreement, an earnest effort shall be made to settle such differences immediately and in the following manner, provided the grievance is filed in writing within ten, (10) calendar days of its occurrence or employee knowledge thereof:

Step 1. Between the aggrieved employee and his immediate superior. If no satisfactory agreement is reached within three (3) working days, then

Step 2. between the aggrieved employee and the next officer in the chain of command, through and including the Director. An official of the Association shall have the right to be present at each such meeting, unless a private interview with the aggrieved is determined by the Director to be in the best interest of the Department.

should no acceptable agreement be reached at any Step 2 meeting within a period of ten (10) calendar days, then

Step 3. the matter may be referred to the Civil Service Commission.

#### ARTICLE VI - WORKWEEK

1. It is agreed that the normal workweek for unit employees performing police department duties shall be eight (8) hours per day, five (5) days a week, Monday through Sunday, for an average total of forty (40) hours per week.

2. On the declaration of an official emergency, as defined by N.J.R.S. 40:47-12.12, the provision above shall not apply.

3. Work schedules shall be at the discretion of the Director. Every effort will be made by the Director to provide shift workers with a day tour every third week, provided there is no interference with efficient operation of the Department.

#### ARTICLE VII - EXTRA TIME

1. Whenever an employee voluntarily works in excess of his regularly assigned workweek or work schedule in non-emergency detail as provided for in Article VI, in addition to any other benefits to which he may be entitled, he shall receive extra time in money for such work at one and one-half (1-1/2) times the base hourly rate which he received for his regularly assigned duty in accordance with the City Ordinance. In the event of an official emergency, overtime will be compulsory and non-compensable.

2. (a) Whenever extra-time work paid in money is required, it shall be rotated amongst employees who choose to be on the roster. Men designated as "limited duty" for medical reasons shall not be included on this list. If an employee refuses an assignment to work extra-time, he shall be considered

as having worked such extra-time assignment for the purpose of maintaining a proper order of rotation for future assignments.

(b) When an employee has finished his tour of duty, and is called back for a purpose such as, but not limited to court appearances required in connection with official police duties but excluding civil suits, he shall be guaranteed a minimum of three (3) hours straight time. If the time actually spent on the callback is three (3) hours or more, it is agreed that travel time shall not be paid for.

#### ARTICLE VIII - HOLIDAYS

1. An employee not required to work shall nevertheless receive wages based upon eight (8) hours straight time hourly rate of pay, for each of the following holidays:

New Year's Day (Jan. 1)  
Lincoln's Birthday  
Washington's Birthday  
Good Friday  
Easter  
Memorial Day (May 30)  
Independence Day  
Labor Day  
Columbus Day  
Veterans Day  
Thanksgiving Day  
Christmas Day (Dec. 25)

provided that he is on the job and available for work his last full scheduled workday before and his first full scheduled workday after the holiday, even though in different workweeks, except in case of verified illness or injury.

2. In the interest of efficient operation the Department employees may be released even though scheduled to work on the holiday, or day celebrated as the holiday, provided notice of one (1) week is given.

3. When an employee works on any of the above holidays, or if the holiday falls within the employee's vacation period, he is credited with eight (8) hours of time off to be awarded at a future date to be determined by his commanding officer. Holiday time shall be credited on the first working day of each month unless otherwise decided by mutual agreement of the employee and his commanding officer.

#### ARTICLE IX - LONGEVITY

1. All full time permanent employees of the Police Department in the classified service of Civil Service, and covered by this Agreement, shall be entitled to longevity pay in accordance with the schedule contained in this Article. Longevity pay shall be applied on the basis of the employee's anniversary date of employment, as follows -- if the employee's anniversary falls between January 1 and June 30, he shall be entitled to adjusted longevity pay retroactive to January 1; if the employee's anniversary date falls between July 1 and December 31, he shall be entitled to adjusted longevity pay retroactive to July 1. Longevity pay, in the case of salary increases, will be credited retroactively to the January 1st preceeding the execution date of this contract and will accordingly be computed on the new base salary. If an employee receives an adjustment in his salary due to promotion during the calendar year, longevity pay will not be changed until the following January 1st; as of the following January 1st, the longevity pay will be computed on the new base salary.

2. The scale of longevity pay shall be as follows:

5th year of employment to completion of 9th year .....	2%
10th year of employment to completion of 14th year .....	4%
15th year of employment to completion of 19th year .....	6%
20th year of employment to completion of 24th year .....	8%
25th year of employment and over .....	10%

#### ARTICLE X - CLOTHING ALLOWANCE

All employees of the Police Department covered by this Agreement shall be entitled to an annual clothing allowance of \$175.00, payable the second pay period of April each year.

Employees shall be responsible for proper maintenance of all clothing purchased. Clothing shall not be used by the employee except during the performance of assigned Departmental duties. Upon inspection by his commanding officer, if any employee's clothing or equipment is judged to be in need of replacement, he shall be obligated to replace it.

#### ARTICLE XI - INSURANCE

1. All employees of the Police Department, covered by this Agreement and their families shall be entitled to full coverage of Blue Cross and Blue Shield hospitalization plans, including Rider "J" plan of the N.J. Blue Cross, the premiums of which shall be paid for by the City.

2. All other insurance benefits presently in effect shall be maintained throughout the period of the contract.

#### ARTICLE XII - VACATIONS

1. Effective January 1st, 1970, employees covered by this Agreement shall be entitled to vacation leave with pay



according to the following schedule:

0 to less than 1 year of continuous service .....	1 day per month of service prior to April 1 of each year
1 year to less than 5 years of continuous service .....	15 working days
5 years to less than 15 years of continuous service .....	20 working days
15 years of continuous service and over .....	25 working days

Upon completion of twenty-five (25) years of continuous service, the employee shall receive five (5) extra days of vacation for that anniversary year only.

In computing vacation eligibility, the employee must have completed his 1st, 5th, and 15th years of continuous service as of April 1, the starting date of the vacation period.

2. Vacations shall normally begin on Monday.

3. Vacation time must be used in the vacation year in which it is earned, or it shall be forfeited. However, one year's accumulation may be carried into the next succeeding year. Should circumstances warrant, this provision may be waived by the Business Administrator and the Director.

4. The vacation period shall be from the first day of April through the 31st day of March of the following calendar year.

5. Vacations shall be scheduled by the Director. Vacation periods may be split if necessary for Departmental efficiency. Where the efficiency of the Department is not jeopardized, every effort shall be made to give at least two weeks vacation during the ten prime summer weeks commencing

during the last week of June and ending during the first week of September, it being the intent of the parties to approximate as closely as possible in this provision the summer recess of the children in the Elizabeth School System.

6. Any employee of the Department, covered by this Agreement, who is entitled to vacation leave at the time of retirement, shall receive the earned vacation which has not been taken, effective thirty (30) days prior to the date of retirement. It is understood and agreed that the retiring employee must give sufficient notice of retirement to enable him to use up accrued time off, or such time will be forfeited. In the event that an employee is entitled to vacation leave at the time of his death, his widow or his estate shall receive the earned vacation pay on the same basis as an employee who is retiring.

The widow or estate shall also receive earned pay for any accrued time that is owed to the employee as a result of accumulated, non-compensated overtime.

#### ARTICLE XIII - LEAVE WITHOUT PAY

Any covered employee desiring leave without pay for personal reasons, up to a maximum period of ninety (90) days, shall make a request in writing to the Director not less than two (2) weeks in advance of the date for which such leave is desired, except in the event of an emergency, stating the reason for the leave and the time requested. Leaves may be granted or denied at the discretion of the Director. Extensions of such leaves may be granted providing that at least two weeks

prior to the date on which the initial and subsequent leave, would terminate the employee requests said extension of the Director. Falsification of the reason for leave, or failure to return promptly at the expiration of a leave, shall be considered reason for summary discharge. Leaves shall be granted or denied in writing. At the request of the Director, returning employee may be required to undergo a physical examination by the Department physician prior to reinstatement.

#### ARTICLE XIV - FUNERAL LEAVE

A regular full time employee who is excused from work because of death in his immediate family, as defined below, shall be paid his regular rate of pay for the scheduled working hours missed during the first seventy-two (72) hours following the death. Not more than eight (8) hours per day or twenty-four (24) hours for any period will be paid under the provisions of this section. Time off with pay as provided in this section is intended to be used for the purpose of handling necessary arrangements and attendance at the funeral of the deceased member of the immediate family. Immediate family is defined to mean parents, children, spouse, brother or sister, father-in-law and mother-in-law, as well as grandmother or grandfather if members of the employee's household. Special cases will be referred to the Director.

#### ARTICLE XV - SENIORITY

Seniority is defined to mean the accumulated length of continuous service with the Department, computed from the last date of hire. An employee's length of service shall not be reduced by time lost due to authorized leave of absence or absence for bona fide illness or injury certified by a physician not in excess of one (1) year. Seniority shall be lost and employment terminated if any of the following occur:

- (a) discharge
- (b) resignation
- (c) failure to return promptly upon expiration of authorized leave
- (d) absence for five (5) consecutive working days without leave or notice
- (e) absence for illness or injury for more than one (1) continuous year.

#### ARTICLE XVI - BAN ON STRIKES

It is recognized that the prevention of crime, the preservation of law and order, and protection of life and property is the responsibility of members of the Police Department, and it is further recognized that the need for continued and uninterrupted operation of the Police Department is of paramount importance to the citizens of the community; therefore, there shall be no interference with such operation.

Adequate procedures having been provided for the equitable settlement of grievances arising out of this

Agreement, parties hereto agree that there shall not be and that the Association, its officers, members, agents, or principals will not engage in, encourage, sanction, or suggest, strikes, slowdowns, mass resignations, mass absenteeism, or other suspension of or interference with normal work performance.

The Director shall have the right to discipline, up to and including discharge, any employee in violation of this Article.

#### ARTICLE XVII - FLEXIBILITY OF ASSIGNMENT

Employees, regardless of regular assignment, may be reassigned to perform any duty related to their profession as police officers, including any duties connected with: (a) prevention and detection of crime, (b) enforcement of laws and ordinances, (c) protection of life and property, (d) arrest of violators of the law, (e) direction of traffic, (f) regulation of non-criminal behavior of the citizenry, (g) preservation of the peace.

An exception to specific duties can be made where employees are on the medical "limited duty" list and cannot perform said duties.

#### ARTICLE XVIII - RULES AND REGULATIONS

The Director may establish and enforce binding rules and regulations in connection with the operation of the Police Department and maintenance of discipline, provided such rules and regulations are not in conflict with the provisions of this Agreement. Copies shall be furnished to the Association. It is understood that application of this Agreement shall not

in any way hamper enforcement of the Departmental rules and regulations.

It is understood that employees shall comply with all rules and regulations of the Department, and order of directives issued by the Director or his designee, from time to time. Employees shall promptly and efficiently execute the instructions and orders of superior officers. If an employee or employees believe a rule, regulation, instruction or order of an officer or other superior is unreasonable or unjust, the employee or employees shall comply with the rule, regulation, order or instruction, but with the further provision that such employee or employees may regard the rule, regulation, order or instructions as a grievance which shall be handled in accordance with the grievance procedure set forth in Article V of this contract.

In the event that an employee or employees shall refuse to comply with a rule or regulation, or shall refuse to execute promptly and efficiently an instruction or order of a superior officer, appropriate action shall be within the province of the superior officer within the framework of Department rules and regulations, subject only to the right of employees to file a grievance.

#### ARTICLE XIX - INJURY LEAVE

1. Whenever an employee shall be injured, ill, or disabled from any cause, except in connection with outside employment, so as to be physically unfit for duty during the period of such disability, the City may grant a leave of

absence with pay up to a maximum period of one (1) year commencing from the date of such injury, illness or disability.

2. Any payments from temporary disability insurance or Workmen's Compensation insurance received by the employee shall be credited toward the pay referred to above.

3. Injury, illness or disability must be evidenced by a certificate of a physician designated by the department to examine the employee.

4. Whenever a civil suit is instituted in connection with his employment, the employee must notify the Director immediately upon institution of such suit.

#### ARTICLE XX - SICK LEAVE

The present sick leave plan pertaining to non-occupational injuries and illness shall continue in effect for the duration of this Agreement.

#### ARTICLE XXI - DISCIPLINE AND DISCHARGE

It is agreed that nothing herein shall in any way prohibit the Director from discharging or otherwise disciplining any employee, regardless of his seniority, for just cause subject to Civil Service rules and regulations. Grounds for summary discharge shall include, but not be limited to, drunkenness on the job, dishonesty, careless use or abuse of City property, insubordination, negligence in the performance of duties, and incompetence.

In the event that a discharged employee feels that he has been unjustly dealt with, said employee or the Association,

with permission of the employee, shall have the right to file a grievance, which must be in writing, within ten (10) calendar days from the time of discharge. Said complaint will be treated as a grievance, subject to the grievance and arbitration proceedings herein provided. If no complaint is filed within the time specified, then said discharge shall be deemed to be absolute.

#### ARTICLE XXII - MANAGEMENT RESPONSIBILITY

It is recognized that the management of the Police Department, the control of its properties and the maintenance of order and efficiency, are solely responsibilities of the City. Accordingly, the City (Police Director) retains the following rights, except as specifically provided in this Agreement, including, but not limited to selection and direction of the force: to hire, suspend or discharge for cause; to make reasonable and binding rules which shall not be inconsistent with this Agreement; to assign, promote, demote, or transfer; to determine the amount of overtime to be worked; to relieve employees from duty because of lack of work or for other legitimate reasons; to decide on the number and location of facilities; to determine the work to be performed, amount of supervision necessary, equipment, methods, schedules, together with the selection, procurement, designing, engineering and the control of equipment and materials; and to purchase services of others, contract or otherwise.



ARTICLE XXIII - WAGES

The minimum wage rates for covered employees shall be as set forth in Appendix A, attached hereto.

ARTICLE XXIV - EMBODIMENT OF AGREEMENT

This document constitutes the sole and complete agreement between the parties, and embodies all the terms and conditions governing the employment of employees in the unit. The parties acknowledge that they have had the opportunity to present and discuss proposals on any subject which is (or may be) subject to collective bargaining.

ARTICLE XXV - TERM OF AGREEMENT

1. This Agreement shall be in full force and effect from January 1, 1970, through and including the 31st day of December, 1970. If either party wishes to terminate, amend, or otherwise modify the terms and conditions set forth herein at the time of expiration, he must notify the other party in writing not less than sixty (60) days prior to such expiration date.

2. The Agreement shall remain in full force and effect on a day-to-day basis during collective negotiations between the parties extending beyond the date of expiration set forth herein, unless and until either party serves the other with written notice of termination, by registered mail, in which event the agreement shall terminate five (5) days following receipt of such notice.

The following salaries will remain in effect for the duration of this contract:

<u>PATROLMEN</u>	<u>BASE SALARY</u>
Beginning - 1 year of employment	\$9,025.00
2 year of employment	9,225.00
3 year of employment	9,425.00
4 year of employment	9,625.00

PLAINCLOTHESMEN

\$9,875.00 - Base Salary

DETECTIVE

\$10,125.00 - Base Salary

IN WITNESS WHEREOF, the parties have caused their  
names to be signed on this 21<sup>st</sup> day of July, 1970.

ATTEST:

John J. Dwyer  
JOHN J. DWYER,  
City Clerk

ATTEST:

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THE CITY OF ELIZABETH

BY: Thomas G. Dunn  
THOMAS G. DUNN, Mayor

PATROLMEN'S BENEVOLENT ASSOCIATION  
Elizabeth Local No. 4

BY: Michael Iannaccio  
MICHAEL IANACCIO, President

BY: Michael Sinnott  
MICHAEL SINNOTT  
Member, Negotiating Committee

BY: Anthony Barile  
ANTHONY BARILE  
Member, Negotiating Committee